

BELAM THYROID STUDY

Tasks and milestones for the first quarter (01.01.99-31.03.99)

Task No. 1: The management and administration of the BelAm Thyroid Study.

- Milestone 1: Weekly meetings with the group leaders to discuss the progress of the Project, and their reflection in the minutes.
- Milestone 2: Administrative support of cohort establishment to supply access to various informational sources, especially sources of address information.
- Milestone 3: Coordination between Belarus and U.S. participants with respect to all activities of the Project.
- Milestone 4: Cooperation with mass media in order to inform population about Project activity and invite subjects to examination

Task No. 2: The establishment of the cohort of subjects for study.

- Milestone 5: Work to locate provisional cohort of 15,000 and select at least 1,000 accessible to the Minsk Dispensary. Additional selection of subjects within total data base (39 000) for the searching.
- Milestone 6: Determine current addresses of about 5,000 members of cohort for whom letters were sent and who did not respond.
- Milestone 7: Determine the location of geographical areas with great number of people with identified current addresses for possible examination by mobile teams.
- Milestone 8: Create initial data base of exposed "in utero".

Task No. 3: The invitation and scheduling of subjects for endocrinologic examination.

- Milestone 9: Preparation of the letters of invitation, software, and procedures for inviting and scheduling subjects for examination.

Task No. 4: The endocrinologic examination of subjects, including subsequent diagnostic procedures leading to the establishment of the final pathologic diagnosis.

- Milestone 10: Screening up to 600 subjects in Minsk Dispensary, including the laboratory work.
- Milestone 11: Clinical examination and verification of diagnosis in patients with revealed pathology.
- Milestone 12: Conduct the cytological and pathomorphological aspects of the Project.
- Milestone 13: Expert support of screening activities.

Task No. 5: Operational Manual and Project Forms.

- Milestone 14: Updating of the Operational Manual and study forms.
- Milestone 15: Development of instructions for filling in and data entry of epidemiological, screening, laboratory, and hospitalization forms.
- Milestone 16: Development of quality assurance manual.

Task No. 6: Data Management.

- Milestone 17: Design of part of data entry software for epidemiological, screening and hospitalization information.
- Milestone 18: Data entry of epidemiological, screening, laboratory, and hospitalization forms.
- Milestone 19: Transfer to the DCC file server the data, entered in local computers of the screening center and central laboratory, and quality control of these data.
- Milestone 20: Design a part of the query software for the epidemiological, screening and hospitalization information.

Milestone 21: Analysis of the results and preparation some progress and quality assurance reports on the cohort selection, scheduling of screening exams, subject flow through exams and data entry.

Milestone 22: Design of image processing procedures, and data base of thyroid images.

Task No. 7: The estimation of individual thyroid doses for members of the cohort.

Milestone 23: Conduct personal interviews for all subjects screened in the Project.

Milestone 24: Enter to the data base information from the interviews collected in the course of the quarter as well as the data from all of interviews that have been performed earlier;

Milestone 25: Prepare the section of the Dosimetry Operations Manual related to repeat interview. Develop procedure for verification of interview data

Milestone 26:Dose calculation. Prepare the section of the Dosimetry Operations Manual related to description of dose calculation procedure. Verify how algorithm works properly by means of manual calculations for 5 subjects.

Milestone 27: Design of part of the query software for dosimetry data base.

Milestone 28: Study by means Monte-Carlo method the effect on the DP-5 readings of distance between to detector-neck for subject of different ages.

Milestone 29: Preparation of manuscripts for the ISTC meeting.